

USCG / ECOLOGY MOA	Protocols Manual	Procedure: 3 Page: Page 1 of 4 Revision: 0
Drills and Exercises		

1. PURPOSE/SCOPE

The purpose of the Drills and Exercises protocol is to coordinate and enhance the effectiveness of combined USCG District Thirteen (“USCG”) and Washington State Department of Ecology (“Ecology”) resources devoted to the design and participation in facility drills and exercises. This protocol is expected to reaffirm each party’s roles in the design and participation of drills and exercises.

2. AUTHORITY/REFERENCES

Memorandum of Agreement on Oil Pollution Prevention and Response between the Commander, Thirteenth Coast Guard District and the State of Washington executed May 25, 2001. Section VI – Preparedness for Oil Spills:

C. Drills and Exercises: Drills and exercises are required by both Parties to ensure the readiness and interoperability of pollution response organizations. It is the intention of the Parties to encourage coordination, participation, and cross-training in periodic drills and exercises to facilitate a better understanding of each Party’s duties and responsibilities as well as to ensure a combined, effective, familiar working relationship during oil spill incidents.

1. The Parties agree to develop a protocol to govern the planning, scheduling, design, conduct, and evaluation of exercises through the Northwest Area Committee process. In this context, the Parties recognize the role of the National Strike Force Coordination Center, as the focal point for exercise strategy for all elements of the National Response System, in scheduling, designing, executing, evaluating, and providing feedback on all National Response System PREP exercises in conjunction with the appropriate RRT and Area Committees.
2. The Parties agree to make available, as time and resources permit, any published reports as required by OPA 90 and State statutes concerning evaluations of drills and recommended changes to the NCP and NWACP.

Ecology

Statutes

RCW 90.56

Regulations

WAC 173-303

Documents/Forms

Northwest Area Contingency Plan

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Designing and Conducting Oil Spill Drills
 Northwest Area Committee, Exercise Workgroup Drill Schedule
 Request Form to Schedule Drills

USCG

Statutes

33 USC 1321 et seq (Federal Water Pollution Control Act, as amended, Section 311)
 33 USC 2701 et seq (OPA 90)
 14 USC 141

Regulations

33 CFR 154.1055
 33 CFR 155.1060

Documents/Forms

Northwest Area Contingency Plan
 Northwest Area Committee, Exercise Workgroup Drill Schedule
 PACAREA Exercise Schedule
 Coast Guard Standardized After Action Information and Lessons Learned System

3. EFFECTIVE DATE/POINTS OF CONTACT

This protocol will become effective upon signature of both parties.

The following persons will serve as points of contact for questions concerning this protocol and its implementation:

Ecology

Preparedness Section Manager, Spills Program
 Phone: (360) 407-7447
 Fax: (360) 407-7288
 Mailing Address: Washington Department of Ecology, Spills Program, P.O. Box 47600,
 Olympia, WA 98504-7600

USCG

Marine Response Program
 Phone: (206) 220-7210
 Fax: (206) 220-7225
 Mailing Address: Commander (mr), Thirteenth Coast Guard District, 915 Second Ave, Room
 3506, Seattle, WA 98174

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4. POLICIES AND PROCEDURES

- It is the policy of the USCG and Ecology to coordinate the planning of drills and exercises, including unannounced drills for regulated facilities and vessels.
- It is the policy of the USCG and Ecology to schedule drills and exercises, on the Northwest Area Committee, Exercise Workgroup Drill Schedule and also notify the National Strike Force Coordination Center.
- It is the policy of the USCG and Ecology to coordinate on all unannounced drills to minimize the impact on industry.
- It is the policy of the USCG and Ecology to work together on the design of drills and exercises, including unannounced drills, so that they satisfy the requirements of both the federal and state regulations.
- It is the policy of the USCG and Ecology to jointly attend drills and exercises including unannounced drills to provide consistency for industry.
- It is the policy of the USCG and Ecology to work together to coordinate the evaluation of a facility or vessel management of a drill and/or exercise, including unannounced drills.
- It is the policy of the USCG and Ecology to report any relevant feedback on all National Response System PREP exercises to the appropriate RRT and Area Committees.
- It is the policy of the USCG and Ecology to share information and reports that are required under OPA 90 and State statutes concerning the evaluation of drills and recommended changes to the NCP and NWACP.
- It is the policy of the USCG and Ecology that documents shared with Ecology will be done pursuant to the Disclosure of Records protocol.

Frequency of Communication

- Ecology will post all drills and exercises on the Department of Ecology Website.
- Ecology will send an updated drill calendar monthly to the USCG District office.
- The USCG District Office will notify the National Strike Force Coordination Center of all drills and exercises.
- Ecology will host a pre-drill and exercise meeting to discuss any outstanding issues with a facility or a vessel and will invite the USCG and any other interested agencies.
- After a drill or exercise there will be a debrief sponsored by Ecology to discuss any drill or exercise issues.
- Ecology will forward the USCG a copy of all drill evaluations

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- Ecology's drill coordinator and the USCG drill coordinator will meet quarterly to discuss any drill/exercise issues.

USCG Task Detail

USCG will oversee the following tasks:

- Provide a contact person for drill and exercises.
- Review the Northwest Area Committee, Exercise Workgroup Drill Schedule.
- Notify Ecology of any drills or exercises that are scheduled by the National Strike Force Coordination Center.
- Provide a qualified FOSC for worst-case drills when requested by Ecology.
- Participate in drills and exercises and provide feedback for evaluations that are required under state statute.
- Participate in agency debriefs to discuss any drill or exercise issues.

Ecology Task Detail

Ecology's drill coordinator will oversee the following tasks:

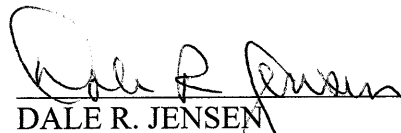
- Post all drills and exercises on the Department of Ecology Website.
- Send an updated drill calendar monthly to the USCG.
- Host a pre-drill and exercise meeting to discuss any outstanding issues with a facility or a vessel and will invite the USCG and any other interested agencies.
- Sponsor an agency debrief to discuss any drill or exercise issues.
- Forward a copy of all drill evaluations to the USCG.

5. APPROVAL



M. S. BOOTHE
United States Coast Guard
Thirteenth Coast Guard District
Chief, Marine Safety Division

DATE: 5/30/2003



DALE R. JENSEN
Program Manager
Spill Prevention, Preparedness, and
Response Program
Washington Department of Ecology

DATE: 5-30-03